



CITY OF HARTFORD
550 Main Street, Hartford, CT 06103

Neighborhood Revitalization Zone Committee Compliance Checklist

Per City of Hartford Municipal code, Article X, Sec. 28-196, a Neighborhood Revitalization Zone Committee is considered in compliance if the following operational requirements are met and on file with the Office of the Town Clerk.

Requirements:

- Strategic Plan. Plan must also be submitted to the Mayor's Office, Hartford Court of Common Council, and the Secretary of the Connecticut Office of Policy and Management. If existing plan is outdated, plans in place to updated within 2-3 years.
- Current bylaws
- List of voting members - Membership shall include representation of tenants, property owners, businesses and community organizations. A majority of members must reside within the boundaries of the neighborhood revitalization zone. The Mayor will appoint a representative who shall be a full member of the committee.
- Annual meeting schedule including date, time and location. All meetings shall be held within the boundaries of the neighborhood revitalization zone or in city hall. At least one of the regular meetings must be designated as an annual meeting where elections of the officers are conducted.
- Minutes and notices of meetings.